



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20461

RQ-2

December 9, 2004

Robert Perry, Treasurer
Bartlett for Congress Committee
P.O. Box 280
Buckeystown, MD 21717

Response Due Date:
January 10, 2005

Identification Number: C00255190

Reference: 12 Day Pre-General Report (10/1/04-10/13/04)

Dear Mr. Perry:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. This notice requests information essential to full public disclosure of your federal election campaign finances. **An adequate response must be received at the Commission by the response date noted above.** An itemization of the information needed follows:

-Your report discloses a transfer of joint fundraising receipts (pertinent portion attached). You must provide a Memorandum Schedule A disclosing your share of gross receipts. Contributions from original contributors whose total contributions to your committee have exceeded \$200 during the election cycle must be itemized on this schedule. The itemization should include the full name, mailing address and zip code of the person, along with the name of his/her employer, the date of the contribution, his/her occupation, the election designation and the election cycle-to-date amount of contributions made by this person. If necessary, please provide a memo Schedule A containing the required information.
(11 CFR §102.17(c)(8)(i)(B))

-Your committee has previously established that it has been using "best efforts" to obtain the occupations and names of employers for contributors. This report discloses a significant increase in the number of entries for which the occupations and/or employers are not provided. Please note that the committee must make, in addition to the original solicitation, at least one additional written or oral request for the information within 30 days of the receipt of the contribution. A written request may not include an